

The City Manager's Weekly Report provides updates on the status of City projects, programs and services.

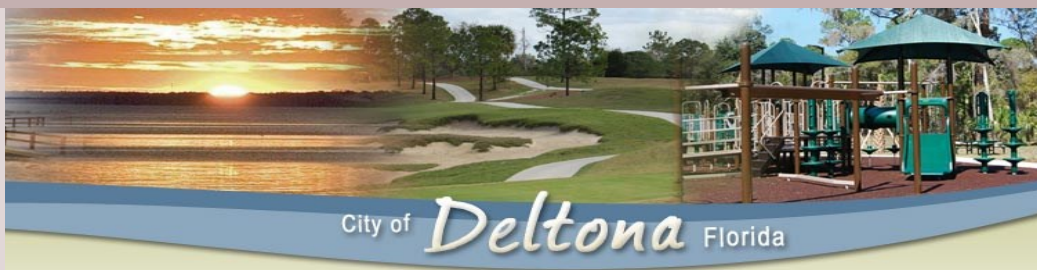


March 6, 2015

#### City Calendar

#### March:

- 09 5:30pm Commission workshop
- 10 6:00pm P&R Advisory Board
- 11 5:30pm Youth Advisory Subcom
- 13 10:00am DEDAB subcom Ed/Med
- 3:30pm DEDAB subcom Arts/Hist
- 14 9:00am Wags N Whiskers
- 2:00pm District 1 Town Hall Meeting, at Harris Saxon Park
- 16 6:30pm Commission meeting
- 19 5:30pm Citizen Accessibility Sub
- 6:00pm Wm S Harvey Scholarship Committee
- 6:00pm AHAC Committee
- 23 5:30pm Commission workshop
- 24 5:30pm Sr Advisory Subcomm
- 25 10am-2pm FLOWmobile
- 5:30pm Special Magistrate
- 28 10:00am Eggstravaganza



## Deltona City Manager's Weekly Report

### BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

#### Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week .....	82
Valuation of work permitted for the week .....	\$781,956
Building Inspections completed for the week .....	243
Fire plan review completed for the week .....	19
Fire Inspections completed for the week .....	57

#### Enforcement Services Division:

Requests for services this week .....	380
Animals impounded at the humane societies .....	19
Properties requiring grass to be cut by contractors .....	4 (\$160)
Money collected for animal tags, liens and return to owners .....	\$11,355
Foreclosures for this week: Deltona – 21; County – 45; Total – 66.	

*(Below) Near the corner of Montfort Lane and Montero Circle, a swarm of honey bees gathered on a fire hydrant. Enforcement Services called in a professional to remove the bees to a hive*



### CLERKS OFFICE

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	7	
Newspapers	15	(7.5 hours)
Public Records Requests Received	5	(\$1.80)
Documents imaged or modified, pages	1347	

**FINANCE DEPARTMENT****BOB CLINGER, FINANCE DIRECTOR**

- ◆ Finance is working with auditors to finalize entire CAFR document for presentation to Commission on Mar 16<sup>th</sup>.
- ◆ Bids for EMS/Medical Supplies due March 12<sup>th</sup> ; bids for renovations at City Hall are due March 26<sup>th</sup>.
- ◆ Working with departments to auction obsolete items.
- ◆ Working on annual City-wide inventory.

**FIRE/RESCUE DEPARTMENT****MARK RHAME, FIRE CHIEF**Alarm summary

Structure fire	1
Vehicle fire	1
Wild land, grass, trash	0
Misc. Fire	2
ALS Medicals	71
BLS & Misc. Medicals	79
Hazardous Condition	3
Service Calls	7
Good Intent	32
<u>False Alarms</u>	<u>8</u>
TOTAL CALLS	204

- ◆ Attended Wildfire Briefing at Tiger Bay; participated in the Pine Ridge High School Expo.

**HUMAN RESOURCES DEPARTMENT**

Processed 7 Performance Evaluations and received 6 applications for 3 posted vacancies; processed 1 FMLA request; participated in 2 disciplinary hearings; processed 1 ICMA loan. Coordinated with ICMA representative to conduct individual employee retirement meetings. Conducted Health Insurance Committee meeting to focus on plan design and comparison of surrounding Cities.

**PARKS & RECREATION DEPARTMENT****STEVE MOORE, DIRECTOR**

Dewey O. Boster: Preparations are underway for the Eggstravaganza event on March 28<sup>th</sup>.

Dupont Lakes: Senior Softball Leagues.

Harris Saxon Community Center: Boys & Girls Club After School Care.

Keysville Dog Park: Wags & Whiskers event, Saturday, March 14<sup>th</sup>, 9:00am.

Vann Park: Deltona Little League season continues.

Wes Crile Park: Okinawan Martial Arts for all ages; Game Changers Basketball thru March 28<sup>th</sup>.

Attended Health Insurance Committee meeting to develop options for reducing insurance costs; met with our Risk Manager and City staff to discuss Votran issues, e.g., bus shelters, bus benches, etc.; met with Universal Engineering Sciences to discuss inspecting the Deltona Community Center; met with XCell Media Group to discuss a special event application for a car show at the Walmart plaza on Howland.



*At Campbell Park, a new Pavillion was recently completed — funded by CDBG (Community Development Block Grant).*

## PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ The Housing and Community Development team is coordinating the upcoming Fair Housing Open House, which is scheduled on April 14<sup>th</sup> from 4:00-7:00 PM in the Commission Chambers, to help residents with a myriad of housing matters such as home ownership, foreclosure prevention, debt management, homelessness prevention, and credit repair. There will be an Empowerment Bus with stations to assist with credit counseling, insurance representatives, banking/lending representatives, and Community Legal Services—a non-profit pro-bono legal service.
- ◆ Phase III Amendments to the Land Development Code (LDC) is the final bundle of amendments to complete the rewrite of the LDC that has been a multi-phased, multi-year process. Amendments following this cycle will be completed on a per item basis.
- ◆ Assisted the Economic Development Manager in creating an Agenda Item for Phase I Sanitary Sewer Study to complete 100% construction plans. The City can use those “shovel ready” plans for grants, within the proposed CRA, to provide to developers, or to work in conjunction with FDOT.
- ◆ Reviewed the 100% Construction Plans for the Lakeshore Loop Trail and returned comments to the engineer.
- ◆ Coordinated with the consultants for the Comprehensive Impact Fee Study and CRA.
- ◆ Created a Bold Landscape design package that may be used to obtain FDOT grants for landscape treatments at interchanges and gateways (*such as the example to the right*).
- ◆ Met with the development team for a mixed use project in the Activity Center that would include both residential and commercial land uses.
- ◆ Conducted a site visit to the Florida Hospital Deltona Health Park and the WalMart Neighborhood Center site. The Florida Hospital site is “vertical” with the building being constructed and the WalMart site has two pads and will be seeing vertical construction soon.
- ◆ Received an intern from Daytona State College, Mr. Jonathan Green-Rivera, who will be assisting us in a research project to map “blue-dot” parcels platted in the Deltona Lakes Plat. Blue-dot tracts are typically reserved for civic-oriented uses, such as a house of worship/church that has a deed restriction placed on it at the time of platting. The deed restrictions place use limitations on such sites.
- ◆ Presented the Iglesia de Dios Pentecostal Church Conditional Use application to the Commission, which was approved. The Final Site Plan will be brought to the DRC.
- ◆ Reviewed the RaceTrac at Finland/Saxon intersection, the Arbor Ridge Final Plat and Construction Plans, and the IMED Final Site Plan, and provided DRC comments.



## CITY MANAGER'S OFFICE

DALE BAKER, ACTING CITY MANAGER

**Public Information Office (PIO):** (Lee Lopez, Public Information Officer)

### Deltona TV:

New vignettes have been produced for the “Stay Fit in ’15” exercise program; segments for “Turf, Courts and Celebrations” and Best Friends on 4 Legs” are in pre-production, and the “Deltona Holiday Recap” is in post-production. Met with the Volusia Hispanic Chamber of Commerce to review production operations for Hispanic business TV program.

### Media Inquiries:

Provided information regarding chloramines used as a disinfecting agent by Deltona Water, for Claire Metz/WESH-TV Ch. 2; provided information regarding the amount of water sold by Deltona Water to Al Everson/West Volusia Beacon; provided information regarding the proposed “Chicken” amendment to Erica Webb/Hometown News, and Assignment Desk/WKMG-TV Ch. 6; provided information regarding a possible sinkhole to Blaine Tolison/WFTV Ch. 9, and Patricio Balona/Daytona News Journal; provided information regarding an incident with two pit bull dogs to Patricio Balona/Daytona News Journal, Kelly Joyce/WOFL-TV Ch. 35, and Claire Metz/WESH-TV Ch. 2.



Other:

Reviewing Spanish translation submissions for the City Newsletter; working on support material for Parks Department events: Wags N Whiskers, Eggstravaganza, Arbor Day, and Concert in the Amphitheater.

**Office of Economic Development (OED):** (Jerry Mayes, Economic Development Manager)

- ◆ Lee Lopez (PIO and Executive Producer of Deltona TV, Brighthouse Ch. 491) and I recorded a Deltona Economic Development commercial. The third party endorser was Van Canada, Manager of the Florida Small Business Development Center, headquartered at Daytona State College. We also recorded an independent, third party endorsement by Robin King, President and CEO of Career Source Flagler/Volusia.
- ◆ As the Staff Liaison for the Deltona Economic Development Advisory Board (DEDAB) Sub-committees, prepared the agenda worksheets for both Sub-committees.
- ◆ Attended the School Advisory Council meeting at Deltona Middle School. Economic Development is highly dependent upon a trained and skilled workforce. Working with the local middle and high schools, and the institutions of higher learning to prepare the future workforce is an integral part of business recruitment and expansion.
- ◆ The Deltona Business Alliance (DBA) is a recently-formed business organization dedicated to:
  - The enhancement, growth and improvement of the business climate in the City;
  - Serving as a voice between local business owners and civic leaders; and
  - Creating partnerships between business and commercial property owners that promote economic revitalization.
 The DBA is currently planning a Meet and Greet event for Deltona businesses, to be held on March 10<sup>th</sup> at 5:30 PM, in the Commission Chambers.

**PUBLIC WORKS—DELTONA WATER/FIELD OPERATIONS**     **GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER**

**Customer Service**

DW – Lockbox .....	1622
Ebox .....	1207
Call Center calls .....	1497
EFT .....	613
Total on Disconnect List .....	106

**Shown below are some projects being worked on by Deltona Water/Field Operations.**

*Installing flange discharge piping for the in-house reuse pumps at the **EWRF**.*





*Pouring footers for the building and forming the parapet wall on the tank at reclaimed water storage tank site.*



*Block work on the wall for the reclaimed water pump station.*



*Repairing a broken hydrant.*



*Raising a manhole.*





*Fire hydrant installation process.*

